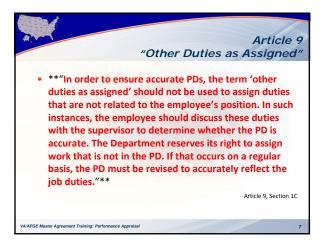
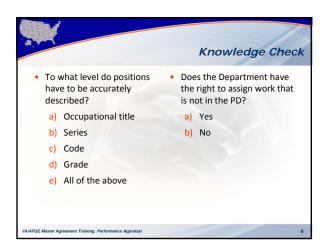




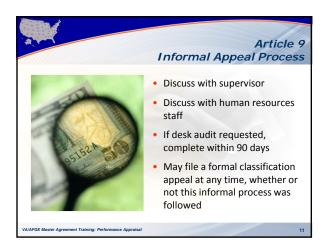
Article 9, Section 1 Position Description (PD) Duties Positions must be accurately described in writing and classified to the proper occupational title, series, code and grade. Title 5 PDs must state the principal and grade controlling duties, responsibilities and supervisory relationships of the position. PDs will be kept current and accurate. Employees will be compensated for duties performed on a regular and recurring basis. Employees will be furnished a current, accurate copy of PD.











Article 9 Formal Appeal Process HR provides Department's/OPM Classification Appeal procedures. Employees are encouraged to file appeal through local HR office, which will: Submit the appeal within 15 days of receipt Provide two copies of request to local union Provide complete copy of appeal file to employee Department will aim to issue appeal decision within 60 days. Department will forward a copy of the appeal decision to the local union.

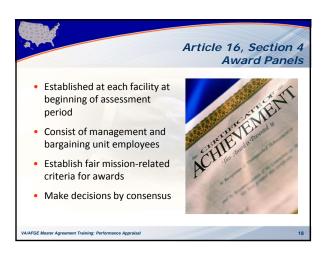


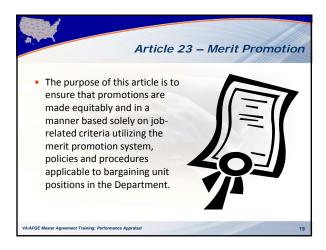
Article 10 - Competence Management has the right to establish written competencies for Department jobs assigned to employees upon assignment or revision. Local union can bargain negotiable aspects of proposed competencies. Competencies can't exceed applicable licensures, registrations or certifications. Remedial training shall be afforded. Local union has input into training for employees expected to cross cover areas.

Article 10 – Competence • Management is responsible for training employees on all new equipment, technology and clinical procedures related to their job. • Employees are encouraged to self-review, and can ask for a Department review without reprisal. • Employees can request remedial training. • Management may not use Departmental competencies as performance standards. • The training period will not be used within any timeliness and production standards in place for an employee.





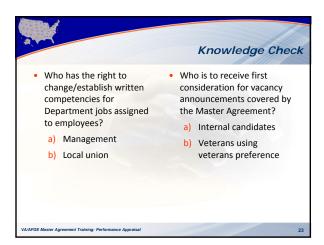


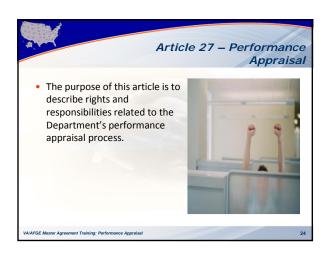












Article 27, Section 3 Policy Strictly related to job performance Not to consider conduct unrelated to job performance Measures actual work performance over the entire rating period If an employee union official does not spend enough time on duties for a fair rating against the standards: Performance evaluation will reflect they were not given a rating. For personnel actions where rating of record is needed, the last rating of record will be used.

Article 27, Section 5 Performance Standards • Objective criteria will be used to the maximum extent feasible in establishing and applying performance standards. - Local union may provide input. • Local union is to be provided 15 days advance notice when the Department changes, adds to, or establishes new performance standards. - All bargaining obligations must be met prior to making the change.



Article 27 Sections 8-10 Section 8, Process: Describes the performance appraisal process - Appraisal period is October-September • Section 9, Progress Reviews and Informal Discussions: Appraisal program is meant to be ongoing Section 10, Performance Improvement Plan (PIP): - 90 days to resolve issues - Terminated at achieving "Fully Successful" level

Article 27 Section 11, Performance-Based Actions When a reassignment is proposed for performance reasons:

- - 1. The reassignment shall be to an available position for which the employee has the potential to achieve acceptable performance.
 - 2. The employee shall receive appropriate training and assistance to enable the employee to achieve an acceptable level of performance in the position.
 - 3. The reassignment shall be within the commuting area of the employee's current position.
 - 4. The reassignment shall be at the grade and step level equal to that of the position held by the employee prior to the reassignment.

Article 27, Section 11C

FGE Master Agreement Training: Performance Appraisal

Article 40 - Within-Grade Increases and Periodic Step Increases

- The purpose of this article is to:
 - Provide the within-grade increase process for Title 5 employees, Title 38 Hybrids and VCS employees
 - Section 1
 - Provide the process for periodic step increases for Title 38 employees
 - Section 2

